



**DEPARTMENT OF FORESTRY AND FIRE PROTECTION  
OFFICE OF THE STATE FIRE MARSHAL**

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## **I-3 OCCUPANCY CODES WORKING GROUP MEETING NOTES – AUGUST 16, 2016**

### **Attendees:**

Greg Andersen  
Carmelito (Lito) Cataylo  
Hans Henneberque  
Richard Hoerner  
Lorenzo Lopez  
Paul Menard  
Shawn Sen  
Michael Stewart  
Bill Robertson  
Gordon Rogers  
Michael Vieira

### **Via Phone:**

Sanjay Aggarwal  
Gary Dunger  
Aaron Greer  
Robert McCormick  
Andrew Thul  
Nanci Timmins  
Jeffrey Maddox

### **AGENDA TOPICS**

#### **1. Welcome**

Chief Greg Andersen called the meeting to order at 9:06 a.m. and welcomed everyone to the meeting. Members in attendance introduced themselves. Members participating via teleconference were asked to email their contact information to Chief Greg Andersen.

Meeting minutes from the June meeting were not available yet. Meeting minutes from the August 2, 2016 meeting were reviewed. Chief Greg Andersen asked if the group had any questions, comments, or concerns in regards to the meeting minutes. No one had concerns. There was a motion to approve the minutes and the meeting minutes were approved. The meeting agenda and minutes can be found on the Office of the State Fire Marshal (OSFM) website.

#### **2. Report Review**

##### *Cover*

The working group was in agreement with the photos on the cover. A suggestion was made to add captions to the pictures to identify where the photos were taken from.

##### *Acknowledgements*

The working group reviewed the list of names under the Acknowledgements and removed names of members who have not participated.

##### *Executive Summary*

Hans Henneberque added new language to the Executive Summary section by incorporating the bullets from the conclusion. The working group read through and revised this section. The added language will be left as blue font so that Andrew Henning can see the addition.

### *Working Group Scope & Goals*

The Working Group Scope and Goals sections did not have any changes. The working group had already agreed on the language in previous meetings.

### *Recommendations*

The working group discussed all of the proposed language and rationale for each item. A matrix was added to the beginning of this section to identify what building code and/or fire code each proposed item corresponds to. The workgroup discussed the control room definition, and changed “direct supervision” to just “supervision” to allow a broader scope of supervision such as supervision through a glass window or through a monitor. The definition for intake and release areas was updated to change “suite” to “area.” In the definition for cell tiers, “supporting elements” was changed to “supporting structural elements” to help architects and engineers. The workgroup also discussed adding in “primary structural frame of the tier.” The colored diagrams in item 8 will stay in the express terms unless it is asked to be removed and put into the rationale. The highlighted part in the rationale for item 10 was new language added by Hans Henneberque. The working group reviewed and accepted the new language. Spencer Meyer voiced his concern on the no limit of sizing of corridors in item 11. Chief Meyer stated that the language, as it is, will not be recommended for approval. The working group discussed the sizing limits already defined as “one platform” or “one table.” CDCR also has space standard defined. A sentence was added to the rationale on item 12, but no changes were made to the proposed language that was already reviewed and accepted by the group. Item 15 grouped together all of the section 804 proposals and had one rationale. A comment on item 19 is kept for OSFM to evaluate adoption of the model code, section 1010. Item 22 contained a comment about adding photos to the item. Hans Henneberque stated that diagrams were incorporated into section 408.2.2 and would not be in this item anymore. The comment was removed.

### *Title 19*

This section talks about limiting the combustibility of the custody station and nursing station. Language from the old proposal for Title 19 that was withdrawn are being revised and recommended for insertion back into Title 19. Paragraph “e” is the old language for the nursing station that is being proposed again, with some revisions to reflect current technology and current code language. The working group made some revisions to the language, but ultimately left it how it is since it will have to go through a different legislative cycle.

### *Commentary*

This section provides some clarification for proposed items. For example, the language here describes the purpose of a cell tier and that fire stopping is not required. It will be included with the guidebook. The working group was in agreement with the commentary.

### *Conclusion*

Hans Henneberque added bullet points to the conclusion. The working group reviewed the conclusion, made minor edits, and was in agreement.

### **3. Guidebook**

The working group discussed future meetings for the guidebook. At the moment, the OSFM Code Development and Analysis and Fire Life and Safety Divisions do not have time to chair the meetings for the development of the guidebook until spring. The working group likes the idea of having the guidebook as a working document. Lorenzo Lopez volunteered to Chair the meetings for the guidebook. He suggested the working group meet once every two months to tackle an item and send it to OSFM for official adoption. The next meeting will be set up and sent to the working group in January.

### **5. Adjourn**

Chief Greg Andersen adjourned the meeting at 12:43 p.m.